

## **The Vale of Glamorgan Council**

### **Cabinet Meeting: 5 February, 2018**

### **Report of the Electoral Registration Officer**

### **Community Review – St. Brides Major Community Council**

#### **Purpose of the Report**

1. To seek Cabinet's endorsement of the Electoral Registration Officer's (ERO) proposal for the community review of the number of members on the St. Brides Major Community Council.

#### **Recommendations**

1. T H A T Cabinet endorse the proposal of no change as set out in [Appendix A](#) of this report.
2. T H A T the Electoral Registration Officer be authorised to continue with the review of the electoral arrangements relating to the number of members representing the St. Brides Major Community Council, in accordance with the Local Government (Democracy) (Wales) Act 2013.
3. T H A T Cabinet endorse the revised timetable.

#### **Reasons for the Recommendations**

1. To inform and seek the views of Cabinet on the proposal of the ERO.
2. To comply with the Local Government (Democracy) (Wales) Act 2013.
3. To refer to this report being presented to Cabinet.

#### **Background**

2. The Council has a duty under s31 of the Local Government (Democracy) (Wales) Act 2013 ("the Act") to conduct a review of the electoral arrangements for a community in its areas either of its own initiative or at the request of the community council for the community.
3. A request was received from the St. Brides Major Community Council, ("the Community Council"), for a review to be undertaken of the number of members elected to the Ogmore by Sea Ward.

4. The request highlighted that the Community Council considered that due to the increase in properties there was an unfair ratio of members to electors in the Ogmore by Sea Ward, proposing that the total number of members for the Ogmore by Sea Ward be increased from five to six.
5. St Brides Major Community Council is currently made up of five members for the Ogmore by Sea Ward and six members for the St Brides Major Ward. The current electorate for Ogmore by Sea is 942 which gives a ratio of 1:189. The current electors for St Brides Major is 798 which gives a ratio of 1:133. The planning forecast indicates an additional 100 dwellings in the Ogmore by Sea ward between 2017-2019.
6. The 100 dwellings are already included in the current property database on the Electoral Register and were reflected in the 18 September 2017 Cabinet Report.
7. It was proposed that as part of the review that the number of members elected to both Wards of the St Brides Major Community Council be reviewed in light of the number of community councillors on the council.
8. Consequently, Cabinet received a report at its meeting on 18 September 2017 when it resolved:

“(1) THAT delegated authority be granted to the Electoral Registration Officer to conduct a review of electoral arrangements in relation to the number of members representing the St.Brides Major Community Council, in accordance with the Local Government (Democracy) (Wales) Act 2013.

(2) THAT the terms of reference of the review attached at Appendix A to the report be approved.”

(minute no.C71)

## **Relevant Issues and Options**

9. In line with the terms of reference for the review:
  - The review was brought to the attention of the mandatory consultees and such other persons the ERO considered likely to be interested in the review;
  - The ERO consulted the mandatory consultees on its intended procedure and methodology for the review;
  - The ERO conducted investigations as considered appropriate;
  - Following the initial consultation the ERO has prepared a report as set out in Appendix A containing the proposals for no change and the reasons for this proposal.
  - Appendix A will be subject to wider consultation in line with statutory requirements.
  - Copies of the report were sent to Welsh Ministers and the mandatory consultees and a response will also be provided to all representatives who took part in the review to date.
10. [Appendix B](#) summarises the submissions received during the initial consultation in addition to the application from the Community Council referred to in paragraph 3 above.

11. An update from the Planning Department on 12<sup>th</sup> January 2018 confirms the planning applications for Ogmore Residential Centre (planning application 2013/00862/RES) and Ogmore by Sea Caravan Park (planning application 2014/01108/RES) equating to 175 properties. In addition there are two approved Windfall Sites West of Craig Yr Eos Avenue (planning application 2013/00862/RES) and South of Craig Yr Eos Avenue (planning application 2015/00016/FUL). These four sites are included in the current property database on the Electoral Register however 36% (which equates to approximately 63) do not have registered electors. It should be noted that on average 11% unfortunately do not register. The Planning Department have also clarified the Office for National Statistics have taken into account these sites in their population figures and projections.
12. Revised timetable for endorsement:

<b>Date</b>	<b>Action</b>
Friday 29 <sup>th</sup> September 2017	Start of Review
Friday 29 <sup>th</sup> September – Friday 22 <sup>nd</sup> December 2017	Preliminary investigation <ul style="list-style-type: none"> <li>• Invite initial submissions</li> <li>• Publish review on website</li> </ul>
Monday 25 <sup>th</sup> December – Friday 16 <sup>th</sup> February 2018	Consideration of submissions received
Monday 5 <sup>th</sup> February 2018	Report to Cabinet for approval
Monday 19 <sup>th</sup> February – Friday 27 <sup>th</sup> April 2018	Draft Proposal Consultation <ul style="list-style-type: none"> <li>• Publish draft proposals</li> <li>• Consultation period</li> </ul>
Monday 30 <sup>th</sup> April 2018 – Friday 25 <sup>th</sup> May 2018	Consideration of submissions received
June / July 2018	Report to Cabinet for approval
September 2018	Report to Council for approval
September 2018	Final Proposal Publication
October 2018	Final recommendations reported to Local Democracy Boundary Commission for Wales
November 2018 onwards	Local Democracy Boundary Commission for Wales to consider recommendations (if agreed Order to be made)

### **Resource Implications (Financial and Employment)**

13. The publishing and administrative costs of the review will be met from the Electoral Registration Services existing budget.

### **Sustainability and Climate Change Implications**

14. There are no direct implications arising from this report.

### **Legal Implications (to Include Human Rights Implications)**

15. Section 31 of the Local Government (Democracy) (Wales) Act 2013 places the Council under a legal duty to conduct a review of electoral arrangements for a

community in its area of its own initiative or at the request of the community council for the community.

### **Crime and Disorder Implications**

16. There are no direct implications arising from this report.

### **Equal Opportunities Implications (to include Welsh Language issues)**

17. There are no direct implications arising from this report, however, any proposed changes will be subject to an Equality Impact Assessment.

### **Corporate/Service Objectives**

18. Electoral Registration has links to the following corporate priority:

'Citizens of the Vale of Glamorgan can easily access efficiently managed services that are focused around their needs, have confidence in how decisions are made and are proud to live in the Vale.'

### **Policy Framework and Budget**

19. This report is a matter for Executive decision by Cabinet. A report detailing the outcome of the review will be presented to Cabinet in due course and thereafter Council for consideration and approval.

### **Consultation (including Ward Member Consultation)**

20. Consultation will take place as part of the review with the relevant ward Councillors.

### **Relevant Scrutiny Committee**

21. Corporate Performance and Resources

### **Background Papers**

E-mail received from St Brides Major Community Council dated 26 June 2017

List of non-mandatory consultees

### **Contact Officer**

Rebecca Light (Electoral Services Manager, Legal Services)

### **Officers Consulted**

Rob Thomas (Managing Director)

### **Responsible Officer:**

Debbie Marles (Electoral Registration Officer)